

MINUTES OF MEETING March 27, 2018

The regular monthly meeting of the Northampton Retirement Board was called to order by Chairperson Karpinski at 1:35 p.m. in City Council Chambers, Municipal Hall, 212 Main Street, Northampton, MA.

Members present were Joyce Karpinski, Shirley LaRose and Michael Lyons. Susan Wright arrived at 2:15 p.m. Mr. Sullivan was absent. Also present was Retirement Administrator David Shipka and Administrative Assistant Elsie Vazquez.

Visitors

None

Regular Business

The Board accepted the following new members:

Gamaliar Claudio (Housing)

Biagio Cordiano (Housing)

Bridget Pelis (School)

Richard Patenaude (School)

John Reynolds (Central Services)

Ewan Hill (Forbes)

The Board accepted the retirement applications for the following members:

None

The Board reviewed retirement allowances for the following retirees:

None

The Board reviewed the following deceased members/retirees/survivors:

None

On a motion made by Mr. Lyons and seconded by Ms. LaRose, the Board voted unanimously to approve the minutes of the regular meeting held on February 27, 2018 by roll call (3-0) (Mr. Lyons: Yes, Ms. LaRose: Yes, Ms. Karpinski: Yes).

The Board reviewed and approved the following warrants:

Board and staff payroll warrant totaling \$11,764.14

Pension payroll warrant totaling \$863,132.70
Accounts payable warrant totaling \$355,610.76

The Board reviewed the following reports:
December 2017 Trial Balance (pre-close)
December 2017 Trial Balance (post-close)
Transaction journal from the de Burlo Group, Inc for February 2018
PRIT Statement for February 2018

The Board reviewed the following wire transfers for the current month:
\$900,000 from Peoples' United Bank To Florence Savings Bank
\$6,558.27 from PRIM to Peoples' United Bank (distribution)

The Board reviewed the treasurer's report on the Florence Bank account for February:
Bank statement: \$382,159.26
Outstanding disbursements: \$357,150.42
Adjusted bank balance: \$25,008.84
Outstanding receipts: \$55,805.04
Trial Balance end of month balance: \$80,813.88

The Board reviewed the following makeup/buyback requests:

Tyler Bates	Makeup of pre-membership time from May 2008 –December 2014 amounting to 2 years and 11months of creditable service for a cost of \$5,971.43 plus future interest.
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On a motion made by Mr. Lyons and seconded by Ms. LaRose, the Board voted unanimously by roll call (3-0) to approve the aforementioned request (Mr. Lyons: Yes, Ms. LaRose: Yes, Ms. Karpinski: Yes).

Karyn Nelson	Makeup of pre-membership time from January 2013 – August 2016 amounting to 2 years and 7 months of creditable service for a cost of \$4,039.47 plus future interest.
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On a motion made by Mr. Lyons and seconded by Ms. LaRose, the Board voted unanimously by roll call (3-0) to approve the aforementioned request (Mr. Lyons: Yes, Ms. LaRose: Yes, Ms. Karpinski: Yes).

Correction-previously approved
Clay Delano

Makeup of part-time service with Town of Northfield, from October 10, 2009 – July 30, 2014, for a cost of \$3,384.89, amounting to 9 months of creditable service upon completion of makeup.

Susan Wright

Makeup of part-time service with UMass from approximately 1979-1983 amounting to 10 months of creditable service for a cost of \$6,069.40 plus future interest.

On a motion made by Mr. Lyons and seconded by Ms. LaRose, the Board voted unanimously by roll call (3-0) to approve the corrections to the previously approved requests (Mr. Lyons: Yes, Ms. LaRose: Yes, Ms. Karpinski: Yes).

The Board reviewed the following correspondence:

PRIM February Update

PERAC Memos:

#14: Interest Payments in Certain Situations

#15: Tobacco Company List

Old Business

The Board reviewed creditable service on a previously approved transfer for Michael Owens. Mr. Owens' was terminated by the Northampton Housing Authority (NHA) on 9/25/2015. The Superior Court upheld a Civil Service Commission decision rescinding his termination. The NHA had been ordered to reinstate his position with back pay. It was noted that Mr. Owen's had accepted a position with the City of Easthampton while awaiting the decision.

Mr. Owens received the back wages from the NHA earlier this year. The administrator had found that the NHA withheld retirement incorrectly on both the 8% base and 2% incremental deduction on the back wages. A net amount of \$235.16 was owed.

On the recommendation of Jim Quirk the Board was considering the acceptance of liability for an additional 1 year and 8 months for the period of 9/25/2015 to 5/21/2017. The acceptance would be contingent on Mr. Owens' payment of the owed deductions to the Easthampton Retirement System. The total liability accepted by Northampton would be 17 years and 8 months.

After a brief discussion, on a motion made by Ms. LaRose and seconded by Mr. Lyons, the Board voted unanimously (3-0) by roll call to approve the additional liability on the transfer to Easthampton, contingent on the payment of \$235.16 for owed contributions (Mr. Lyons: Yes, Ms. LaRose: Yes, Ms. Karpinski: Yes).

At this point Ms. Wright joined the meeting.

New Business

The Board reviewed the 2017 Annual Statement to PERAC prepared by the administrator. The administrator went through the Statement and explained the figures contained therein. At the conclusion of the presentation, on a motion made by Mr. Lyons and seconded by Ms. LaRose, the Board voted unanimously (4-0) by roll call to approve the Statement (Mr. Lyons: Yes, Ms. LaRose: Yes, Ms. Karpinski: Yes, Ms. Wright: Yes).

Larry Stone was present to present his initial work on the 1/1/2018 Actuarial Valuation. Mr. Stone discussed where the Retirement System stands now under the current funding schedule in terms of actuarial gains and losses. The Board provided general information on liability factors such as employee salary increases and the retiree COLA.

The Board asked Mr. Stone to provide draft funding schedules using the following assumed rates of return: 7.5%, 7.375% and 7.25%. The administrator will continue to work with Mr. Stone to provide any additional data that may be needed.

At the end of the presentation Mr. Stone exited the room.

Other Business

Mr. Lyons plans to attend the Spring MACRS Conference.

Adjournment

On a motion made by Mr. Lyons and seconded by Ms. LaRose, the Board voted unanimously by roll call (4-0) to adjourn the meeting at 3:09 p.m. (Mr. Lyons: Yes, Ms. LaRose: Yes, Ms. Karpinski: Yes, Ms. Wright: Yes).

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The next regular Retirement Board meeting is scheduled for Tuesday, April 24, 2018 at 1:30 p.m.

Respectfully Submitted,

Retirement Administrator

THESE MINUTES WERE APPROVED BY THE RETIREMENT BOARD ON 4/24/2018

APPROVED:

_____ **Joyce Karpinski, Chairperson**

_____ **Shirley LaRose**

_____ **Michael J Lyons**

_____ **ABSENT** _____ **Thomas Sullivan**

_____ **Susan Wright**